



ALBUQUERQUE QUALITY NETWORK

Seminar

Register at www.AQNetwork.org



May 16, 2024
7:15-9 am

Via Zoom

Zoom link will be sent upon registering

Members: Free

Non-Members: \$20/Seminar

non-member \$20/seminar

Increasing Your Personal Productivity Using Quality Practices to Conquer Inefficiency Presented by Katie Snapp

You'll learn:

- How you can implement a failsafe technique called the *Morning Kickstart* that will get your day feeling productive even if you are driven by interruptions.
- How your lack of awareness is a leading cause of your lack of time management and escalating stress.
- How sources of WASTE can eat at your valuable time.
- How to use the 3 steps of the Zen of Zones, an organizational system for your work area.
- And a terrific list of TIPS ... that'll get you working on success right away.



LEARN

Presented by experts at the forefront of their field, sessions focus on skills and offers practical suggestions for applying them in real-world situations.



CERTIFICATION

Demonstrate your commitment to upholding quality standards and continued learning to earn Quality Certificate from the UNM Anderson School of Management



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